

## 2016 City Commission Meeting Schedule

November 10, 2015

The Honorable Mayor Ellison and  
Members of the City Commission:

The Royal Oak City Charter requires only that the city commission meet twice per month, the policy to meet on the first and third Monday was created by resolution in 1995 (Attachment 1). Additionally, to keep meetings on Mondays, it has become the practice to move meetings affected by holidays and/or elections back one-week.

The city commission was presented with three options for consideration at its meeting on November 9, 2015. The options are outlined with resolutions necessary for adoption pursuant to the final decision by the 48<sup>th</sup> Royal Oak City Commission.

Below would be the meeting schedule for 2016 following current policy and practices and is presented as *Option 1 2016 City Commission Meeting Schedule* (highlighted in yellow are the months that meetings deviate from the first/third Monday norm). To adopt this as the schedule would require the following resolution:

**Be it resolved**, the Royal Oak City Commission adopts Option 1 2016 City Commission Schedule as presented.

FIRST MEETING	SECOND MEETING	DEVIATION FROM PATTERN
Monday, January 4	Monday, January 25	<i>Second meeting of the month moved due to the MLK Holiday on Monday, January 18</i>
Monday, February 1	Monday, February 15	
Monday, March 14	Monday, March 21	<i>First meeting of the month moved due to election on Tuesday, March 8</i>
Monday, April 4	Monday, April 18	
Monday, May 2	Monday, May 16	
Monday, June 6	Monday, June 20	
Monday, July 11	Monday, July 18	<i>First meeting of the month moved due to the Independence Day Holiday on Monday, July 4</i>
Monday, August 8	Monday, August 15	<i>First meeting of the month moved due to election on Tuesday, August 2</i>
Monday, September 12	Monday, September 19	<i>First meeting of the month moved due to Labor Day Holiday on Monday, September 5</i>
Monday, October 3	Monday, October 17	
Monday, November 14	Monday, November 21	<i>First meeting of the month moved due to election on Tuesday, November 8</i>
Monday, December 5	Monday, December 19	

If the city commission desires to stay with the traditional Monday meeting but create a schedule that would not deviate from the “norm” of every other week as often and would not have significant lapses between meetings, adopting a schedule of second and fourth Mondays is presented as *Option 2 2016 City Commission Meeting Schedule (highlighted in purple are the months that meetings deviate from the second/fourth Monday norm)*. For the adoption of this schedule, two resolutions would be required in order to change from the 1995 resolution adopting first and third Mondays:

**Be it resolved**, the Royal Oak City Commission will hold its regular meetings twice a month, normally said meeting will be the second and fourth Mondays of each month at seven-thirty o'clock post meridian (7:30p.m.) in the City Commission Room 315 at Royal Oak City Hall; and

**Be it finally resolved**, the Royal Oak City Commission adopts Option 2 2016 City Commission Meeting Schedule as presented.

FIRST MEETING	SECOND MEETING	DEVIATION FROM PATTERN
Monday, January 11	Monday, January 25	
Monday, February 8	Monday, February 22	
Monday, March 14	Monday, March 21	<i>Second meeting of the month moved due to Easter Holiday on Sunday, March 27</i>
Monday, April 11	Monday, April 25	
Monday, May 9	Monday, May 23	
Monday, June 13	Monday, June 27	
Monday, July 11	Monday, July 25	
Monday, August 8	Monday, August 22	
Monday, September 12	Monday, September 26	
Monday, October 10	Monday, October 24	
Monday, November 14	Monday, November 28	
Monday, December 12	Monday, December 19	<i>Second Meeting of the month moved due to the Christmas Holiday on Sunday, December 25</i>

Finally, for your consideration, is *Option 3 2016 City Commission Meeting Schedule* (highlighted in blue are the months that meetings deviate from the norm). This schedule calls for a “break” from the Mondays-only practice and utilizes first or third Tuesdays instead of a “one-week delay”, only a one-day delay; or in some instances moving it forward to accommodate holidays/elections. Using first or third Tuesdays would not conflict with standing committees/commissions/boards\*.

As utilizing Tuesdays would not be in conflict with the current resolved policy, only the following resolution would be required if the commission chooses to adopt this option:

**Be it resolved**, the Royal Oak City Commission adopts Option 3 2016 City Commission Meeting Schedule as presented.

FIRST MEETING	SECOND MEETING	DEVIATION FROM PATTERN
Monday, January 4	Tuesday, January 19	<i>Second meeting of the month moved due to the MLK Holiday on Monday, January 18</i>
Monday, February 1	Monday, February 15	
Tuesday, March 1	Monday, March 21	<i>First meeting of the month moved due to election on Tuesday, March 8</i>
Monday, April 4	Monday, April 18	
Monday, May 2	Monday, May 16	
Monday, June 6	Monday, June 20	
Tuesday, July 5	Monday, July 18	<i>First meeting of the month moved due to the Independence Day Holiday on Monday, July 4</i>
Monday, August 8	Monday, August 15	<i>First meeting of the month moved due to election on Tuesday, August 2</i>
Tuesday, September 6	Monday, September 19	<i>First meeting of the month moved due to Labor Day Holiday on Monday, September 5</i>
Monday, October 3	Monday, October 17	
Tuesday, November 1	Monday, November 21	<i>First meeting of the month moved due to election on Tuesday, November 8</i>
Monday, December 5	Monday, December 19	

*\*Second and fourth Tuesdays are used for meetings for: Planning Commission; Crime Prevention Council; Charter Review Committee, Citizens' Traffic Committee, Public Library Board of Trustees and Rehabilitation Board of Review.*

Respectfully submitted,  
Carol Schwanger  
Legal Administrative Assistant to the City Attorney  
Administrative Assistant to the City Manager

Approved,



Donald E. Johnson  
City Manager

# Attachment 1

December 4, 1995

community to have a number of outstanding and virtuous people who have dedicated themselves to the service of this community, and who have been elected to public office. As he looks at the incoming Commissioners, and those who have been serving this city for the past years, they all fall into that category; with their service, we can continue to look for good government for many years to come.

The Honorable Terrance Brennan administered the Oath of Office to Commissioners-Elect Andrzejak, Evoe and Kuhn. Commissioner Ellison offered the Bible to each of the Commissioners-Elect during their taking of the Oath of Office.

Mayor Cowan informed the audience that Ms. Barbara Randau first suggested the use of the Bible, delivered to the Commission this evening by Mrs. Lois Lance, which is believed to have belonged to David Starr, the son of Rhonda Gibbs Starr and Orson Starr, at the time of his marriage, in 1863. Mayor Cowan expressed deep gratitude for the use of this historic Bible.

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## CALL TO ORDER

Moved by Commissioner Andrzejak  
Supported by Commissioner Evoe

BE IT RESOLVED that the first Regular Meeting of the 38th Royal Oak City Commission shall be called to order by Mayor Dennis Cowan at 7:57 P.M.

MOTION ADOPTED

\* \* \* \* \*

## ROLL CALL

## PRESENT

## ABSENT

Mayor Cowan  
Commissioners Andrzejak  
Evoe  
Gorcyca  
Harrison  
Kuhn  
Prentice

\* \* \* \* \*

## ORGANIZATION ISSUES

### DESIGNATION OF MEETINGS

Moved by Commissioner Evoe  
Supported by Commissioner Gorcyca



# Attachment 1

December 4, 1995

RESOLVED, that the Regular Meetings of the Royal Oak City Commission be held twice a month, normally said meeting will be the first and third Mondays of each month at seven-thirty o'clock P.M. in the Royal Oak City Hall; that a journal of its proceedings be kept in English, and that the latest revised edition of "ROBERT'S RULES OF ORDER" and the "RULES OF PROCEDURE" adopted by the City Commission on November 17, 1986, shall be adopted as its Rules of Order.

ADOPTED UNANIMOUSLY

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## MAYOR PRO TEM

Moved by Commissioner Harrison  
Supported by Commissioner Evoe

RESOLVED, that Commissioner Andrew Prentice be appointed as Mayor Pro Tem of the Thirty-Eighth Commission of the City of Royal Oak.

ADOPTED UNANIMOUSLY

Commissioner Prentice accepted the appointment as Mayor Pro Tem.

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## EMPLOYEES' FAITHFUL PERFORMANCE BONDS

Moved by Commissioner Prentice  
Supported by Commissioner Gorcyca

RESOLVED, that the Faithful Performance Blanket Bond covering all City employees in the amount of \$1,000,000 be continued.

ADOPTED UNANIMOUSLY

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## LEGAL NOTICES

### DESIGNATION OF OFFICIAL NEWSPAPER

Moved by Commissioner Evoe  
Supported by Commissioner Andrzejak

RESOLVED, that The Mirror be designated as the official paper for publishing advertisements and legal notices of the City of Royal Oak during the tenure of office of the Thirty-Eighth City Commission; provided, however, that legal notices, advertising for bids for bonds, bond tender and for improvement contracts may